



Department of Business and Industry

# Nevada Division of Insurance

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## Resident Individual Bail Agent / Bail Solicitor Instruction Checklist

**EFFECTIVE JULY 1, 2009**

### Licensing Prohibitions:

Pursuant to Nevada Revised Statute (NRS) 697.170 (2), a person is not entitled to receive, renew or hold a license as a bail solicitor if he:

- (a) Has been convicted of a felony in this state or of any offense committed in another state which would be a felony if committed in this state; or
- (b) Has been convicted of an offense involving moral turpitude or the unlawful use, sale or possession of a controlled substance.

### **Uniform Application for Individual Insurance Producer License, Form 327:**

If the applicant is affiliating to a business entity on question No. 36 of the National Association of Insurance Commissioner's (NAIC) application, and wants the name of the entity to appear on the license, the applicant must list the address of the business entity as the mailing address. Indicate the type of license requested on page 2, mark the other box and specify bail agent, bail solicitor.

### **Fees effective July 1, 2009:**

The first-time licensing fee is \$185 for an applicant who is not affiliated with an agency. Fees are payable by check or money order to the Nevada Division of Insurance and are nonrefundable. The name of the applicant should be written in the memo section of the check or money order. The licensing fee is \$235 if there is a business entity/agency affiliation listed on question No. 36 of the NAIC application (\$185 license fee plus \$50 affiliation fee). The Bail agent appointment fee is \$15.

### **Nevada Approved Prelicensing Education Sponsors, Form 343, and Applicant Information for the State Insurance Examination, Form 352:**

A resident applicant must take and successfully pass the state insurance exam administered through the Nevada Division of Insurance (Division) insurance exam vendor, [Pearson VUE](#) (formerly known as Promissor), in the line(s) of authority for which the applicant is applying. The original Prelicensing Education Certificate of Completion and the original Pearson VUE test examination score reports must be provided with the application.

### **Bail Residency Questionnaire, Form 334C:**

A Bail Agent must be a resident of this state and have resided in this state for not less than 1 year immediately preceding the date of the application for the license. A Bail Solicitor must be a resident for 3 months prior to applying for a license.

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**Bail Bondsman Bond Form, Form 330:**

Pursuant to [NRS 697.190](#), applicants for a bail solicitor license must provide a \$10,000 surety bond. Applicants for a bail agent license must provide a \$25,000 surety bond. The bond must be an original, must be countersigned by an agent directly appointed by the surety company in this state, and the original Power of Attorney form must be attached to the bond.

A bond must remain in force until released by the Commissioner, or cancelled by the surety. Without prejudice to any liability previously incurred under the bond, the surety may cancel the bond upon 30 days' advance written notice to the licensee and the Commissioner.

**Appointment or Affiliation:**

- **Affiliated with an agency.** An affiliated applicant/licensee works through the business entity affiliation.
- **Direct appointment by an authorized surety in Nevada.** Independent bail agents must provide and maintain a supporting appointment from an authorized surety.

**Appointment /Affiliation Requirements:**

An applicant for a bail license must either be appointed by an authorized surety company or be affiliated with a bail agency. If the applicant is applying as an independent bail agent the appointment form must accompany the application. If the applicant is affiliating with an agency the affiliation will be indicated within the application.

**Termination of Appointment/Affiliation:**

Upon the issuance of a license by the Division, the licensee must maintain either an appointment or agency affiliation. Upon termination of all the bail agent's appointments or agency affiliation, and the licensees' failure to replace the appointment or affiliation within 30 days of the cancellation, the license expires and the license must be delivered to the Commissioner.

**Resident's Requirements for Criminal History Search, Form 324:**

All individuals applying for a resident license with the Division must furnish a complete set of fingerprints which the Commissioner may forward to the Central Repository for Nevada Records of Criminal History and the Federal Bureau of Investigation.

Applicants must pay the applicable processing and agency fee for this service. Applicants may have their fingerprints taken by a law enforcement agency or authorized vendor. The applicant must submit the fingerprint cards to the Division along with a completed license application. A money order or cashier's check in the amount of \$51.25, made payable to the Department of Public Safety (DPS), must accompany the fingerprint cards.

LiveScan Digital Fingerprinting services are also available through Pearson VUE. Applicants may register to have their fingerprints taken at the same time they register for the state exam. The LiveScan fingerprinting fee is \$40.25 plus the vendor's processing fee. Applicants will be provided a receipt which indicates the date the fingerprints were submitted to the Nevada Criminal History Records Repository. The applicants must provide the receipt in place of the physical fingerprint cards when applying for a license.

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#### **Collateral Account and County Clerk Filings:**

If the applicant has applied for an independent bail agent license, upon the issuance of the license the licensee must provide the Division with evidence of a collateral account, and documentation indicating the counties in which the agent has filed the surety's power of attorney with the County Clerks Office. Pursuant to [NRS 697.320](#), copies of these filings must be provided to the Division within 10 days of the date of issuance of the license.

#### **Proposed Doing Business As (DBA) Names or Fictitious Names:**

[NRS 683A.301](#) sets forth the requirements approval or disapproval of the use of a fictitious name.

Contact the Division for name approval prior to filing a fictitious name with the County Clerks' Office. A DBA or fictitious name may only be used by the licensee and must be listed together with the licensee's true name for advertising purposes.

#### **M-8A Collateral and Disbursement and Forfeiture Log, Form 334 M8A**

#### **M-8C Early Surrender of Defendant, Form 334 M8C:**

The M8C Form must be provided to the Division within 10 days of surrendering a defendant back into custody.

#### **Nevada Approved Bail Continuing Education Course (Bail CE), Form 351:**

**Questions:** Contact the Division's Producer Licensing Section in Carson City at (775) 687-0700, option 1, or in Las Vegas at (702) 486-4595 or anywhere in Nevada toll free at (800) 992-0900.

Nevada's laws and regulations are available online at [www.leg.state.nv.us](http://www.leg.state.nv.us) or [www.doi.nv.gov](http://www.doi.nv.gov). Producer Licensing Section forms can be found by logging on to [www.doi.nv.gov](http://www.doi.nv.gov).